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27 November 1963

MEMORANDUM FOR: Deputy Director of Security (PPS)

SUBJECT : Action Memorandum No. ~~25~~ 27

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1. Information has been received from [REDACTED] Office of Personnel, via [REDACTED] to the effect that the Office of Personnel is about to issue amendments to [REDACTED] which will have the effect of tightening up the reporting requirements on returnees from PCS tours of duty. From the fragments of information available it appears, therefore, that the job we had in mind doing pursuant to Action Memorandum No. ~~25~~ 27 may not be necessary. The Office of Personnel may be handling it for us.

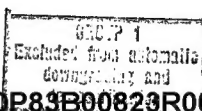
2. Accordingly, you are asked to suspend action on Action Memorandum No. ~~25~~ 27 until we receive from the Office of Personnel a draft of the proposed amendments for coordination.

FOR THE DIRECTOR OF SECURITY:

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[REDACTED]
Executive Officer

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CENTRAL INTELLIGENCE AGENCY OFFICIAL ROUTING SLIP					
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Remarks:					
<p>FYI</p> <p>Pls return for filing.</p> <p>It is drafted by with</p> <p>come up again.</p>					
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FROM: NAME, ADDRESS AND PHONE NO.					DATE
<p>27/11/63</p>					
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UNITED STATES GOVERNMENT

Memorandum

TO : Deputy Director of Security (PPS)

DATE: 25 November 1963

FROM : Chief, Personnel Security Division

SUBJECT: Controlling Private Foreign Travel

1. This memorandum concerns Action Memorandum No. 27 (deadline: 2 December 1963) which in turn relates to that portion of the recent IG survey on personnel security which dealt with reporting controls on employees returning from overseas assignments. Action Memorandum No. 27 is attached.

2. While the instant problem is relatively small it may be informative and useful to review some of our prior efforts on the larger problem. With this thought in mind, we have attached copies of the following:

a. A C/PSD memorandum of 2 November 1960 on the subject of ~~housing~~ *housing* where our people are;

b. A [REDACTED] dated 28 October 1960 on Leave Travel; and

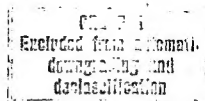
c. A D/SEC memorandum of 29 November 1960 commenting on a., above.

3. These papers led to a draft Regulation which was not considered favorably in the office of the DD/S. Instead, other existing regulations were revised to provide for the following:

a. Supervisors were required to keep advised of their employees whereabouts and employees were required to keep their supervisors informed.

b. Similar requirements were levied on supervisors and employees while the latter were in a leave state.

c. Supervisors and employees were required to obtain and to adhere to, respectively, itineraries and dates of travel.



4. The Regulations now, however, are rather weak on the way they put the desired message across. One sentence statements are contained in [REDACTED] They are: 25X1A

a. Operating Officials shall "ensure that all supervisors under their jurisdiction keep informed of the whereabouts of their employees who are on leave", and


b. "Each employee shall"--- "keep his supervisor informed of his whereabouts while on leave".

5. Obviously something more has to be said and something more has to be done than issue vague policy pronouncements or, as was above, to leave the problem to only one component such as the DD/P Directorate. The problem is not essentially a security problem; instead it is basically a management problem with adverse effects on security when there is mismanagement. All four Directorates are involved as well as the independent offices. They all have people traveling and they all have people who want to engage in private travel while on official travel.

6. It would appear that the best way to handle this is to make it clearly a matter of personnel management or supervision. To do this we have prepared for signature the attached memorandum to the Director of Personnel.

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WAO:bc

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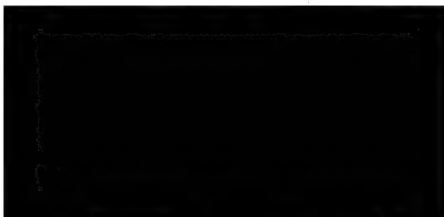
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18 November 1963

MEMORANDUM TO: Chief, Personnel Security Division

SUBJECT: Action Memoranda No. 25 and No. 27

1. Forwarded herewith for appropriate action are Action Memoranda No. 25 and No. 27, dated 15 November 1963.
2. It is requested that your proposed replies be routed through this Office no later than 29 November 1963.



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Assistant Deputy Director of Security (PPS)

Attachments:

As Stated Above

Distribution:

- Orig & 1 - Adm w/atto.
- 1 - PPS Files w/cco of atto.
- 1 - Chrono w/o atto.

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OS/ [redacted] (m) (18 Nov 63)

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